

~~CONFIDENTIAL~~

DDA 83-1900  
28 July 1983

Travel - 12

MEMORANDUM FOR: See Distribution

FROM:

[Redacted]

Special Support Assistant to the DDA

DDA REGISTRY

83-13

25X1

SUBJECT: Clipper Class Approval

REFERENCES:

- A. DIRECTOR 546271, dated 28 April 1983
- B. DIRECTOR 600312, dated 21 June 1983

1. Effective 1 August 1983, travel orders requesting Clipper Class should not be routed through the SSA/DDA. Central Processing Branch (CPB) will henceforth approve Clipper Class travel for the SSA/DDA. When requesting Clipper Class, one of the following statements should appear on the travel order:

a. Clipper Class requested because traveler is expected to work on the day of arrival at first TDY point and/or foregoes authorized rest stop.

APPROVED: \_\_\_\_\_

SSA/DDA

(ABOVE STATEMENT USED WHEN TRAVEL IS TDY ONLY.)

b. Clipper Class requested because traveler foregoes authorized rest stop.

APPROVED: \_\_\_\_\_

SSA/DDA

(ABOVE STATEMENT USED WHEN TRAVEL IS PCS OR PCS WITH TDY ENROUTE.)

2. When CPB will not be obtaining tickets, Clipper Class travel requests should be taken directly to the CPB receptionist.

3. Any exception to or questions about the use of Clipper Class policy will be forwarded by CPB to the SSA/DDA for review.

[Redacted]

25X1

Atts:

Cy of Refs A & B

[Redacted]

[Redacted]

25X1

SUBJECT: Clipper Class Approval

Distribution:

(1) - Ea. AF/SS, EA/SS, EUR/SS, LA/SS, NE/SS, SE/SS, CCS/ADM, FRD/SS, DCD/SS, PCS/CSS, DDO/CMS/M&SB, CI/SS, IMS, IAD/SS, OED/AS, SSA/DCO, QMS/P&SS, DDS&T/AS, FBIS/AS, OTS/SS, OSO/SS, CMO/DDA, NPIC/SS, DDI/P&MS/AG, DDI/EURA/AS, DD/OL, EO/OL, DCI/AO, DCI/ICS, OGI/AS, OD&E/SB, EO/DDA, CPB/OP, CTB/OF, ODP/AS, OF/SO, OIS/PERS, OS/PMS, OTE/AD w/atts.

1 - SSA/DDA Chrono w/o atts.

1 - SSA/DDA (TRAVEL-12) w/o atts. (Cy of Refs in File)